



**MINUTES**  
**Airport Advisory Commission**  
**July 26, 2005**

**COMMISSIONERS PRESENT:** Stephen Ducoff – Chairman  
Bernie Herpin – Vice Chairman  
Bud Breckner  
Patsy Buchwald  
Ken Chalfant  
Lynn French

**COMMISSIONERS ABSENT:** Dennis Weber

**NON-VOTING MEMBERS PRESENT:** Jim Bensberg, El Paso County Commissioner  
Greg Timm, Alternate Commissioner

**NON-VOTING MEMBERS ABSENT:** George Sugars, El Paso County DOT  
Rob MacDonald, Pikes Peak Area Council of Governments

**CITY STAFF PRESENT:** Mark Earle, Aviation Director  
John McGinley, Asst. Aviation Director, Ops & Maintenance  
Bill Keller, Airport Planning & Development Manager  
Kelly Koon, Special Projects Coordinator  
Gisela Shanahan, Accountant  
Pat McDivitt, City Attorney

**CITY STAFF ABSENT:** None

**GUESTS PRESENT:** Wayne Heilman, Gazette

**CHAIRMAN DUCOFF CALLED THE MEETING TO ORDER AT 3:10 PM**

**Next meeting is Tuesday, August 23, 2005.**

**1. APPROVAL OF THE JUNE 28, 2005, MINUTES:**

→ Chairman Ducoff asked for approval of the June 28, 2005 Airport Advisory Commission minutes. Commissioner Breckner made the motion to approve the minutes and Commissioner Buchwald seconded the motion. The motion was carried by unanimous vote.

**2. PUBLIC OR CITIZEN GROUP COMMENTS:**

→ No Comments.

**3. GENERAL BUSINESS**

→ Chairman Ducoff congratulated Commissioner Herpin on being reappointed for another three year term, Gregg Timm was reappointed as an alternate and Joel Miller and Bob Kudwa have been appointed as new Commissioners. Chariman Ducoff introduced Mr. Kudwa and asked him to give a brief overview of his background.

**Land Use Items – Bill Keller**

The following land use items were reviewed:

- |  |                         |
|--|-------------------------|
| ◆ CPC PFP 05-00153, CPC ZC 05-00151, CPC DP 05-00152 | ◆ CPC MP PUD 05-00143   |
| ◆ AR FP 05-00522                                     | ◆ CPC FP 05-00144       |
| ◆ AR DP 05-00562                                     | ◆ CPC PUD 05-00145      |
| ◆ CPC CU 05-00150                                    | ◆ CPC FP 05-00146       |
| ◆ AR FP 05-00517, AR DP 05-00516                     | ◆ CPC PUD 05-00147      |
| ◆ CPC MP 05-00140                                    | ◆ CPC FP 05-00148       |
| ◆ CPC PUZ 05-00141, CPC PUO 05-00142                 | ◆ PUD 05-006, SP 05-014 |
|  | ◆ SF 05-032             |
|  | ◆ VR 05-005             |

→ Commissioner Herpin motioned to accept the land use items as recommended by Airport staff. This was seconded by Commissioner Chalfant. The motion was carried by a unanimous vote.

**4. STAFF REPORTS**

→ **Traffic Report – Gisela Shanahan**

- June enplanements are down 5.6% from 2004 numbers. We are down 2.3% for the year. We had an increase in overall traffic and an increase in landed weight. The enplanement drop is not due to a change in capacity. The number of available seats is relatively stable. We had five fewer passengers per aircraft in June 2005 compared to last year.
- Allegiant and Delta (Skywest flights) are lower due to both airlines making significant reductions in their flight schedules.

- American had the largest increase to date, primarily due to increased load factors as a result of picking up routes that were dropped by other airlines, as well as gaining a large amount of the military passengers out of Colorado Springs with its military fare structure.
- Landed weight is down 4.7% from 2004, which reflects the movement towards smaller regional jets. This decrease has been narrowing throughout 2005 due to the impact of transitioning to regional jets being less significant as we move beyond the time period during which the transition occurred.
- Overall aircraft operations are down with the most significant impact caused by a 5.7% drop in general aviation. This category does not impact COS revenue. Operations which directly affect revenue are down a relatively small .5%.
- Load factors have increased from 65.6% to 69.2%. Although the load factors are up year to date, the month of June as compared to June of 2004 dropped by 4.0%. As we progress into the summer flying season we will be able to determine if this is a one month occurrence or if we will continue to see passenger traffic drop throughout the next few months. Domestic traffic was up 5.1% in June nationwide. Load factors are running 5 to 10% below national average for major airlines flying out of COS.

#### ➔ Finance Report -- Gisela Shanahan

- Actual earned revenue is 4.4% below budgeted revenue. Compared to 2004 overall revenue is relatively flat with no significant change.
- The largest budget variances continue to be public parking and landing fees. Parking revenue will continue to fall short of budget as the ongoing construction impacts the number of passengers utilizing the parking facilities. Landing fees will also continue the downward trend due to a decrease in the mid-year landing fee from \$2.31 to \$2.29.
- Paradies Gift Shop opened last week and the food court is scheduled to open in mid August. As new concessions come on line, we should see an increase in concession revenue.
- For expenditures, our actuals are down approximately \$470,000 from what was budgeted, or about 4.6%. The savings in expenditures compared to budget, offset the lower revenue and result in a net variance from budget of approximately \$11,000.
- We continue to experience lower personnel costs due to vacancies. We have also realized significant savings in maintenance and service related items.

## ➔ Operations and Maintenance – John McGinley

### **Construction**

- The gift shop opened on July 22 and looks great.
- Gordon Biersch / A & W construction continues. Right now they are working on the framing, plumbing and HVAC. Opening should be early September.
- The Food Court will be opening August 15. Construction will be complete the week before, however Creative Host needs time to train staff. Photos were shown via a PowerPoint presentation. Once the food court is open, we will be shutting down Falcon's Nest so we can begin construction on TravelMart. Construction will last about 90 days. Bill Keller noted that since the food court is post-security, food service will be available for any customer that requests something from the food court.
- Taxiway H is now complete and was opened on July 15. With this taxiway open, we now have two cross field taxiways so the tower will have more flexibility to get traffic to and from the east and west runways.
- Rental car/short term parking – we initiated this project in early July. Description was given about the work and photos were shown for explanation. We are working as fast as we can to get more of the short term parking open. We currently have about 130 spaces available for use in short term parking. On August 25, we will increase available spaces to 260 and then on October 6 we will increase to 400+. The limited short term parking will only last for a couple more weeks. In the beginning of November, we will have to shut down the short term lot completely to prepare it to move the rental car lot. The rental car lot and short term parking will be swapped in sequence at the end of November. We anticipate substantial completion by December 29. On August 18 we will be opening the new entrance to the long term parking lot. We have received some complaints about traffic flow so we have put signage out to help with this. Commissioner Herpin asked if we were only resurfacing the lot or if it's more. John noted that we are resurfacing and expanding the lot. Mark Earle gave explanation about planning for a future parking garage.
- Taxiway C - we are waiting for information from the contractor. There is an area of the taxiway that did not pass pavement inspection. We have asked the contractor to submit a report, which we received yesterday and are currently evaluating. They will need to return for joint sealant. This project should be complete by the end of August/early September.
- Kewitt Construction began soil stripping and excavation for the north west taxi lane. This is a 45 day project and we anticipate substantial completion by the end of August.
- On July 19 we received seven bids for the Aviation Way project. The bids are currently under evaluation.

### **General Aviation**

- Spoke with Jim Buswell and he said that the American Bonanza Society and the Malibu Association will be having annual meetings in Colorado Springs in Fall 2006.

### → **Planning and Development – Bill Keller**

- Runway demolition package – work will commence January 9, and the bid is going out July 27. We will award the bid after we award the reconstruction package. We have a nice tie in between these two projects.
- Terminal remodel, tenant space – Tenants are taking care of their own remodels. The core portion of the terminal and the security checkpoint are currently out for bid. Commissioner Herpin asked if there will be ample waiting areas for the meeters/greeters during the core construction period. Bill noted that we have increased space in front of Pikes Perk and will have some of the new waiting area open, both of which will help relieve congestion.
- Business Park – One of the final environmental assessment meetings will be August 4 at Deerfield Hills Community Center. This will be the final opportunity for public comments.

### → **Director's Report – Mark Earle**

- Noted that there is a large amount of construction guidance signage going into place and asked for comments. Commissioners agreed that signage was sufficient.
- Mark reported that 4' x 8' informational signs explaining the construction project are being placed in exit area of the parking lot. Smaller signs will be placed inside the terminal highlighting the expansion and new concessions. The new informational signage should be in by the end of the week.
- Mark report that the airport is going through the budget process and will report the operating budget to the Advisory Commission at the next meeting. At the September meeting, staff will give a status report on the capital improvement program.
- Mark mentioned that the Airport is working on upgrading the FIDS and will keep the Commission apprised of the progress.
- Information packages are being assembled for the new Commissioners and will be distributed in the next few days. Tours of the airport will also be scheduled...

## **5. OTHER BUSINESS**

- Commissioner Buchwald gave a brief overview of the Balloon Classic status and activities.

## **6. AIRPORT STAFF ACTION ITEMS**

- Change signage in the parking lot regarding east entrance
- Track complaint topics from the Info Center
- Schedule an informational tour for Joel Miller and Bob Kudwa

**Chairman Ducoff adjourned the meeting at 4:14 p.m.**